

**TEXAS DEPARTMENT OF STATE HEALTH SERVICES
MEAT SAFETY ASSURANCE
AUSTIN, TEXAS**

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| <h1 style="margin: 0;">MSA Notice</h1> | 29-17 | 5/26/17 |
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**DISABLING OF THE PUBLIC HEALTH INFORMATION SYSTEM GENERATED
FOLLOW-UP TASK**

This notice informs inspection program personnel (IPP) that on June 4, 2017, the Public Health Information System (PHIS) will no longer distribute a follow-up verification task when a finalized noncompliance record (NR) is issued. Upon receipt of this notice, IPP are to follow these instructions when determining how to address the follow-up tasks remaining on the Establishment Task List and Task Calendar.

When IPP record a NR in PHIS, the system initiates a directed instance of the same task that resulted in the noncompliance. This follow-up verification task is distributed to the Establishment Task List for IPP to schedule and perform one month after issuance of an NR. On the Establishment Task List, these tasks may be identified as a single Directed task with a 60 day performance window.

For directed tasks on the Establishment Task List, IPP are to leave these tasks on the Establishment Task List and not schedule the tasks to the Task Calendar. For directed tasks that have already been scheduled onto the Task Calendar and have not been claimed by IPP (Blue on the Task Calendar), right-click on the inspection task in the Task Calendar and select "Justification". In the Task Status pop-up window, select the reason, *Assigned other duties* from the dropdown list. Click "save" and then "close". For directed tasks that have been scheduled onto the Task Calendar and have been claimed by IPP (Yellow on the Task Calendar), IPP should complete the task.

Refer questions through supervisory channels.



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